

THE OPEN UNIVERSITY OF TANZANIA

FACULTY OF BUSINESS MANAGEMENT

OLG 223: WORKFORCE PLANNING

SPECIAL/SUPPLEMENTARY EXAMINATION

DATE: Friday, 03 February 2012

TIME: 15:30 – 18:30 HRS

INSTRUCTIONS

- *FIVE R Questions are set.*
 - *Attempt Only FOUR questions*
 - *Question ONE is Compulsory*
 - *Write legibly and be precise.*
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Question One

Write short notes on the following:

- (a) Human resource planning **(5 Marks)**
- (b) Human resource inventory **(5 Marks)**
- (c) Stability of tenure **(5 Marks)**
- (d) Involuntary turn over **(5 Marks)**
- (e) Job description **(5 Marks)**

Question Two

Outline the main steps of a typical Workforce Planning Process **(15 Marks)**

Question Three:

Briefly discuss the possible strategies that an organization may use to reduce its number of employees. **(15 Marks)**

Question Four:

- (a) Discuss the various forms that training may take in terms of methods and locations **(10 Marks)**
- (b) How will the effectiveness of training be assessed: **(5 Marks)**

Question Five

On paper, the selection process is quite appropriate indeed, but in practice, it is not". Discuss this contention with reference to the existing selection practices in the work organizations, in Tanzania **(15 Marks)**

END
